## WALKER COUNTY BOARD OF COMMISSIONERS WALKER COUNTY COURTHOUSE ANNEX III, 201 S MAIN STREET LAFAYETTE, GEORGIA 30728

The following constitutes the agenda for the regular scheduled meeting of the Board of Commissioners of Walker County, Georgia to be held on March 23, 2023 at 7:00 p.m.

## REGULAR SCHEDULED MEETING (AMENDED AGENDA)

- Invocation & Pledges
- Chairman Whitfield will Call to Order the Regular Meeting
- Clerk establishes a Quorum is present
- Approve Agenda

#### Approve Minutes

Approval of the Minutes for the Regular Scheduled Meeting Held on March 9, 2023 at 7:00 p.m.

#### Public Hearing

Alexandria Howard requests a variance to divide off less than five acres in an A-1 (agricultural) zone for property located at 1758 County Line Road, LaFayette, GA 30728. Tax map a parcel number 0-360-010C.

Wesley & Maruim Smith request a variance to divide off less than five acres in an A-1 (agricultural) zone for property located at 2030 Dunwoody Road, LaFayette, GA 30728. Tax map and parcel number 0-523-044D.

John Stanley requests a variance for more than six on a private drive for property located at 0 Pine Valley Drive, Rossville, GA 30741. Tax map and parcel number 0-137-027A.

John Stanley requests a rezone from R-1 (Residential) to R-2 (Residential) for property located at 0 Pine Valley Drive, Rossville, GA 30741. Tax map and parcel number 0-137-027A.

Daniel J. Waters requests a rezone from A-1 (Agricultural) to R-1 (Residential) for property located at the corner of East Broomtown Road @ Blue Mountain Lane, Trion, GA 30753. Tax map and parcel number 0-460-019A. (Application was withdrawn at the request of Mr. Waters)

#### Public Comment

#### Ceremonial

Proclamation for Intellectual Developmental Disabilities Awareness Month

#### New Business

Alexandria Howard requests a variance to divide off less than five acres in an A-1 (agricultural) zone for property located at 1758 County Line Road, LaFayette, GA 30728. Tax map a parcel number 0-360-010C. (*Planning Commission recommended denial due to A-1 zoning regulations*)

Wesley & Maruim Smith request a variance to divide off less than five acres in an A-1 (agricultural) zone for property located at 2030 Dunwoody Road, LaFayette, GA 30728. Tax map and parcel number 0-523-044D. (*Planning Commission recommended denial due to no plan for the site and it is less than five acres*)

John Stanley requests a variance for more than six on a private drive for property located at 0 Pine Valley Drive, Rossville, GA 30741. Tax map and parcel number 0-137-027A. (*Planning Commission recommended denial due to the limit just recently being raised*)

John Stanley requests a rezone from R-1 (Residential) to R-2 (Residential) for property located at 0 Pine Valley Drive, Rossville, GA 30741. Tax map and parcel number 0-137-027A. (*Planning Commission recommended approval*)

Resolution R-015-23 to Declare Property as Unserviceable Surplus

Resolution R-016-23 to Adopt a Records Center Access Policy

Resolution R-017-23 to Adopt an Employee Electronic Property and Communications System Policy (*Request by District 2 Commissioner Mark Askew and District 1 Commissioner Robert Blakemore to modify the originally published agenda to add this Resolution*)

Purchase Order 2023-00000937 for \$39,487.50 for 13 sets of turnout gear for Walker County Fire Rescue (Funding from Fund 222)

Purchase Order 2023-00001335 for \$358,881.60 for 84 fire hydrants (Funding from Fund 222)

- Commissioner Comments
- Executive Session (if necessary)
- Adjourn

NEXT REGULAR MEETING - Thursday, April 13, 2023



# Walker County Governmental Authority 101 South Duke Street, P.O. Box 445 LaFayette, GA 30728 706-638-1437 Minutes of the Regular Meeting

March 9, 2023 7:00 PM

#### I. Call to Order:

Chairman Shannon Whitfield called to order the Regular Scheduled Board of Commissioners Meeting held at Annex III, 201 S. Main Street, LaFayette, Georgia at 7:00 PM on March 9, 2023.

#### II. Attendees:

The following were present: Chairman Whitfield, Commissioner Robert Blakemore, Commissioner Mark Askew, Commissioner Brian Hart, Commissioner Robert Stultz, Legal and Policy Director David Gottlieb, Public Relations Director Joe Legge and Board Clerk Whitney Summey. Other guests signed in at the meeting as well. Please see the attached sign in sheet.

#### III. Approval of Agenda:

Commissioner Blakemore made a motion to approve the agenda, seconded by Commissioner Stultz, 4 ayes and 0 nays, motion carried to approve agenda.

#### IV. Approval of Minutes:

Commissioner Hart made a motion to approve the minutes of the Regular Scheduled Meeting held February 23, 2023 at 7:00 p.m., seconded by Commissioner Askew, 4 ayes and 0 nays, motion was approved.

#### V. Public Comment:

I. Jim Pope asked the Board for an update on the article published after the last meeting concerning the fire department's fleet. Fire Chief Blake Hodge said they have gone from six to 12 trucks in service. He said he met with the shop crew and Chairman Whitfield to create a plan to get all 23 vehicles back in service. Mr. Pope said he is happy to hear the progress that has been made. Commissioner Blakemore asked Chief Hodge when the three new trucks would arrive. Chief Hodge said they are being sent for final inspection at the beginning of April and he expects to have them by the end of May.

#### VI. Ceremonial:

I. Chairman Whitfield read the Proclamation for Multiple Myeloma Awareness Month and presented the proclamation to Sheriff Steve Wilson. Sheriff Wilson thanked the Board for their continued support of this proclamation this year. He gave details of his journey with Multiple Myeloma and some of the statistics of the cancer.

#### VII. New Business:

- I. Chairman Whitfield read Resolution R-013-23 to adopt a new material list and price guide (fee schedule) for the Walker County Landfill. He said there were three changes from last year's list that needed to be updated in order to maintain a balanced budget and keep the landfill a self supportive entity. Commissioner Hart asked if this rate change was a yearly occurrence. Chairman Whitfield said the rates have historically been set once per year and these rates are still lower than the surrounding counties. Commissioner Askew asked Landfill Manager Paine Gily if these changes would be sufficient. Mr. Gily said Republic Services is increasing rates 4.5% beginning June 1, so this would keep the landfill's budget on track and still allow them to have competitive rates. Commissioner Hart made a motion to approve, seconded by Commissioner Stultz, 4 ayes and 0 nays, motion carried.
- II. Chairman Whitfield read Resolution R-014-23 to adopt an anti-harassment policy. He said they have looked at several different policies and reached out to ACCG for support and guidance. He said this policy was drafted by Jarrard and Davis Law Firm for local county governments. Commissioner Askew asked Human Resources Manager Angie Teems if she was comfortable with the policy presented. Mrs. Teems said she drafted a policy very similar and this policy is totally acceptable. Commissioner Stultz asked how current employees would receive this information. Mrs. Teems said she would present the policy to department managers or the whole staff and then each employee would sign off. Commissioner Askew said he would like for her to

start getting this out to current employees next week. Commissioner Askew made a motion to approve, seconded by Commissioner Stultz, 4 ayes and 0 nays, motion carried.

III. Chairman Whitfield read the departmental statistics for February 2023.

#### VIII. Commissioner Comments:

Commissioner Blakemore thanked everyone for coming out and told them to feel free to reach out with any questions or concerns. He said Animal Shelter staff came out to a softball tournament in Rossville recently and had great success interacting with the community. He said they were able to adopt out a dog at the event and also provided spay and neuter information. He said he is glad to see them being more involved and active in the community.

Commissioner Askew thanked everyone for coming out and being involved in county government. He provided information about a clean up day in Chickamauga on April 1. He asked Bobby Snider with the Road Department and Chief Blake Hodge to give an update on storm cleanup. Mr. Snider said there were around 45 roads closed due to trees down and they had about 35 cleared so far. He thanked the road department staff, fire department staff, and the community for their work getting everything cleaned up. He recommended the Board look into getting high lift tailgates to help with cleanup and unloading at the landfill in the future. Chief Hodge said they were extremely busy with around 70 calls dispatched from 2:00 p.m. to 6:30 p.m. on Friday evening. He said the 911 center received 133 calls for service. He said the state prison fire crew was a tremendous help with cleanup on Round Pond Road. Commissioner Askew thanked them for the update and for all of the help with cleanup.

Commissioner Hart thanked everyone for their help with the storm cleanup. He gave condolences to Sergeant Terence Hambrick's family. He said he served the Sheriff's Department for 34 years and will be greatly missed.

Commissioner Stultz said everyone has done a great job with cleanup efforts. He said Sergeant Hambrick was a wonderful man and has had a lasting impact on the C.H.A.M.P.S. program in Walker County. He said he will be greatly missed by many people.

Chairman Whitfield said the landfill will host a tire amnesty day on April 22 which is Earth day. He said they will allow up to 12 passenger or light truck tires per citizen. He said the grant funds for the event have very strict rules and they ask that the tires are cleaned out in order to stay in compliance. He said he hopes to see this as a yearly event again.

#### IX. Executive Session:

Chairman Whitfield asked if there was a need for an executive session. There was none.

#### IV. Adjournment:

Commissioner Hart made a motion to adjourn the meeting, Commissioner Askew seconded the motion. Motion carried and the meeting was adjourned at 7:40 PM.

Shannon K. Whitfield	Date	
Chairman/CEO		
Walker County Georgia		

Minutes prepared by: Walker County Board Clerk, Whitney Summey

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IN THE SUPERIOR COURT OF
WALKER COUNTY
STATE OF GEORGIA
DONNA LUCILLE STOKER,
Plaintiff,

DONNALUCILLE STOKER,
Plointiff,
ARTHEW COREY OVERBY,
Defendants.
CIVIL Action No. 22.5UC4-0714
NOTICE
To: Carl Overby
By order of the court for service by
publication dated November 22, 2022,
by order of the court for service by
publication dated November 22, 2022,
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publication dated November 22, 2022,
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to a change of custody.
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GA 30728, on answer in writing
and the publication of the court o

LaFayette, GA 30728 2:22;3:1,8,15,2023

Local Legislation

Wm8308
PUBLIC NOTICE
WALKE ROUNDED
PLANNING COMMISSION MEETING
Thursday, March 16, 2023 at 6:00 P.M.
Walker County Civic Center
ROCK Spring, GA 30739
The Walker County Planning CommisTrequest:

The Walker County Plannine Commission will meet and review the following requests and will well and review the following requests and will meet an expert located at 1738 County of the county of the

3074.1 Tax map & parcel number 0-119-The second hearing on the rezone and variance requests will be heard by the walker County Board of Commission-the Walker County Courribouse Annex 111 located or 201 S. Main Street 1

a minor, Case No: 22-AD-1473 BY: LINSEY NECHELLE DEAN, BRANDON CHARLES RAY DEAN,

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BRANDON CHARLES RAY DEAN,
Petitioners.
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Clerk, Superior Court Walker County
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Clerk, Superior Court Walker County
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Service/Construction Bids

Service/Construction Bids

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A non-mandatory pre-bid meeting
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WALKER COUNTY, GEORGIA

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GREGORY E. CROSS.

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Probate Judge
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Probate

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aring. Christy, J. Anderson PROBATE JUDGE P.O. BOX 436 LAFAYETTE, GA (706) 638-2852 2:8,15,22;3:1,2023

LAFAYETTE, GA
(706) 583-282

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PETITION ADMINISTRATION
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PETITION ADMINISTRATION
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PETITION ADMINISTRATION
WALKER COUNTY PROBATE

Eddie Mork Howard has petitioned to be appointed Administrator of the est of the state of the sta



Walker County Planning Commission Minutes

> March 16, 2023 Walker County Civic Center 6:00 PM

#### ATTENDEES:

Planning Commission Members
Cindy Askew
Jon Hentz
Michael Hicks
Todd Holt
Stan Porter
John Morehouse
Robert Walthour

Walker County Planning Staff
Jon Pursley, Planning Director
Kristy Parker, Planning Commission Secretary

#### I. CALL TO ORDER:

Vice Chairman Hicks called the meeting to order at 6:00 P.M.

#### II. MOTION TO OPEN THE PUBLIC HEARING:

Vice Chairman Hicks asked for a motion to open the public hearing. John Morehouse made a motion to open the public hearing. Todd Holt seconded the motion. Vote was unanimous. Motion to open the public hearing carried.

#### III. READING & APPROVAL OF THE FEBRUARY 16, 2022 MEETING MINUTES:

Vice Chairman Hick asked if there was a motion to approve the minutes. Cindy Askew made a motion to approve. Stan Porter seconded the motion to approve. Motion to approve the minutes as submitted carried.

#### IV. PUBLIC HEARING:

#### Variance:

- 1. Alexandria Howard: Ms. Howard came forward and stated that she wanted to be able to separate her property so she could sell some off because it's a little bit more than she can take care of. She said it would also be another property that can bring in taxes for the county. Stan Porter asked if she said she was going to build on the property or sell it off and she stated that she would sell it. Vice Chairman Hicks asked if there were any more questions. No further questions were asked.
- 2. Wesley & Mary Smith: Mr. Smith came forward and stated that he would like to sell off some of his property to his nephew so he can put cattle on it. Mr. Smith said that they would like to separate one acre and the house to keep. John Morehouse said he could not hear but was he wanting to sell the part he is wanting to divide off and Mr. Smith said yes to his nephew that lives next door and the property would be combined. Cindy Askew said so there would not be another home just the pastureland that he would join to his where there is already a house and he said yes.
- 3. John & Melissa Stanley: Mr. & Mrs. Stanley came forward and stated that they have bought this property and they would like to be able to have more than six homes on this shared drive because of the amount of land and maybe build a pond on it. Vice Chairman Hicks asked how many home he would like to be on the shared drive. Mr. Stanley said eight or nine. Cindy Askew stated that after looking at the topo map even with that number of homes some of the driveways are going to be steep. Mr. Stanley passed out a map of how they would like the lots to be. Mr. Stanley said maybe some of the houses could be for their children or friends. Cindy Askew stated that his idea was commendable but what guarantees does this board have to know this is what will happen without subdivision ordinances. Mr. Stanley said he would be willing to do whatever he needed to. Vice Chairman Hicks stated that he was also concerned about the topography and looking at the driveway would emergency vehicles be able to access the properties. The Board looked over the maps Mr. Stanley provided. Mr. Stanley said they would love to have a pond and other areas for a barn with animals. John Morehouse asked about the driveway and Mr. Stanley stated that some of the drive would probably have to be paved so it would not wash. Jon Pursley showed a picture of the driveway entrance. Vice Chairman Hicks stated that they were really here to vote on more an six on a shared drive. Cindy Askew asked if the driveway would have to meet county specs. Carlen Bowers was there and stated that unless a drive is going to be turned over to the county it does not have to meet county specs. Vice Chairman Hicks asked if there was anyone present in favor or against this request. Tina Weaver came forward and said she owned property at the corner of Merrywood and Pine Valley and she has no issue with this request and thought it would enhance the area.

#### Rezone:

1. John Stanley: Mr. Stanley came forward and stated that the main reason for requesting the rezone was so they could have some agricultural use. They want to be able to have some chickens. Kristy Parker explained that in the current zoning it does not allow for any farm animals. Judy McDonald came forward and stated that she was in favor of the request.

2. Daniel J. Waters: Mr. Waters called and withdrew his request for a rezone.

#### Final Plat Approval:

1. NGA Harrier Developers LLC: Ben Hagaman came forward and said they were requesting final plat. He gave an update on the asphalt and stated that letters were submitted to the Planning Office. Vice Chairman Hicks read a letter from the Road Department.

#### V. MOTION TO CLOSE THE PUBLIC HEARING:

Vice Chairman Hicks asked if there was a motion to close the public hearing. Jon Hentz made a motion to close the public hearing. John Morehouse seconded the motion. Vote was unanimous. Motion to close the public hearing carried.

#### VI: MOTION TO OPEN NEW BUSINESS:

Vice Chairman Hicks asked if there was a motion to go into new business. Todd Holt made a motion to open the new business. Stan Porter seconded the motion. Vote was unanimous. Motion to open new business carried.

#### VII: <u>NEW BUSINESS</u>:

#### Variance:

- 1. Alexandria Howard: Vice Chairman Hicks asked if there was a motion. John Morehouse made a motion to deny due to the regulations for A-1 zoning stating the minimum lot size as five acres. Stan Porter seconded the motion. Vote was unanimous. Motion denied.
- 2. Wesley & Maruim Smith: Vice Chairman Hicks asked if there was a motion. Jon Hentz made a motion to deny due to not knowing what is going to be separated and no planning involved and that it is less than five acres. John Morehouse seconded the motion to deny. Five members voted in favor of the denial (John Morehouse, Todd Holt, Stan Porter, Robert Walthour and Jon Hentz) and one member (Cindy Askew) voted against the denial. Motion to deny carried.
- 3. John & Melissa Stanley: Vice Chairman Hicks asked if there was a motion. Todd Holt made a motion to deny due to the limit just resently being raised from four to six on a shared driveway. Stan Porter seconded the motion to deny. Vote was unanimous. Motion to deny carried.

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- 1. John Stanley: Vice Chairman Hicks asked if there was a motion on the rezone. Stan Porter made a motion to approve. John Morehouse seconded the motion. Motion was unaniomus, Motion to approve the rezone carried.
- 2. Daniel J. Waters: Vice Chairman Hicks stated that this request had been withdrawn.

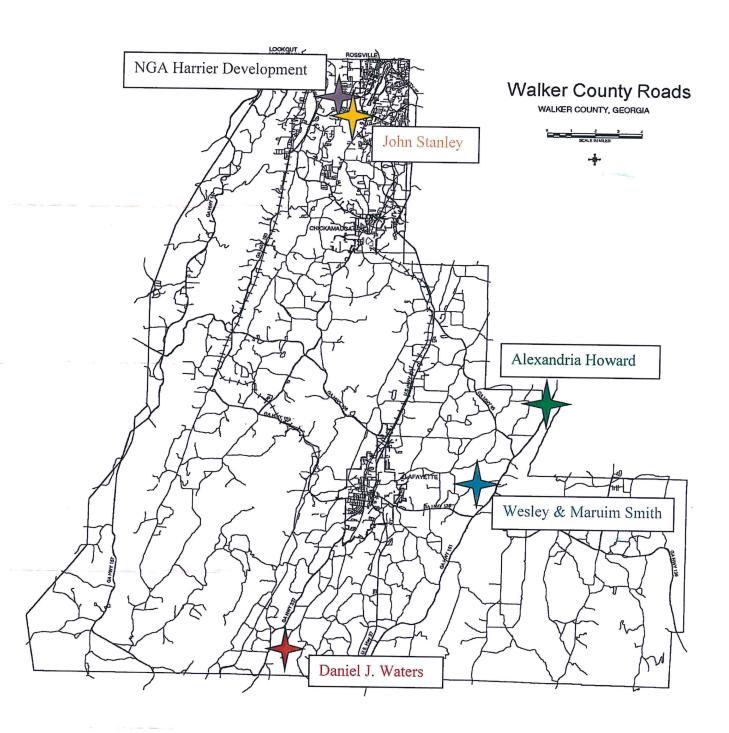
#### Final Plat Approvel:

1. NGA Harrier Developers LLC: Vice Chairman Hick asked for a motion. Cindy Askew made a motion to approve. Stan Porter seconded the motion. Vote was unanimous. Motion to approve carried.

#### VIII: <u>ADJOURNMENT:</u>

Vice Chairman Hicks asked if there was a motion to adjorn. Todd Holt made a motion to adjorn. Stan Porter seconded the motion. Vote was unanimous. Motion to ajourn carried.

Date Submitted:	Planning Commission Chairman
Date Submitted:	Planning Commission Secretary
Date Submitted:	Planning Commission Director



WALKER COUNTY PLANNING & DEVELOPMENT AGENDA ITEM

Owner:

Alexandria Howard

Petitioner:

same

Location of

1758 County Line Road

Property:

Rock Spring, GA. 30739

Tax map & parcel number 0-360-010C

	Date Applied:	2/9/2023				
	PC Meeting Date:	3/16/2023				
	Present Zoning: A-1 (Ag	ricultural)				
APPLICANT'S INTENT:	Wants to divide off ½ to 1 acre to sell and someone be able to build a house on.					
DETAILS OF REQUEST:	like to divide off 1/2 to 1 acre to s	Ms. Howard has 5.13 acres in an A-1 zone and she would like to divide off ½ to 1 acre to sell. She has around 340 feet of road frontage. This property is on septic.				

#### Sec. 22-113. Variances.

- (a) The Planning Commission may authorize, upon appeal in specific cases, such variances from the terms of this article as will not be contrary to the public interest where, owning to special conditions, a literal enforcement of the provisions of this article will, in an individual case, result in practical difficulty or unnecessary hardship, so that the spirit of this article shall be observed, public safety and welfare secured, and substantial justice done. The existence of a non-conforming use of neighboring land, buildings, or structures in the same district or of permitted or non-conforming uses in other districts shall not constitute a reason for the requested variance. Such variance may be granted in such individual case of unnecessary hardship. In determining whether or not to grant a variance, the Planning Commission shall consider, along with other relevant facts, the following:
  - (1) Whether there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography.
  - (2) Whether the application of this article to this particular piece of property would create an unnecessary hardship.
  - (3) Whether such conditions are peculiar to the particular piece of property involved.
  - (4) Whether relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of this article; provided, however, that no variance may be granted for a use of land or building or structure that is prohibited by this article.
- (b) All decisions made by the Planning Commission for a variance request may be appealed to the County Board of Commissioners.

#### Sec. 22-181. Development standards.

Development standards are as follows:

Table of Development Standards Area, Setback and Height Requirements

Distric		,	Side	Rear	Front Setback	Front Setback	Maximum	
	Lot Size	Road	Setback	Setback	from	from State	Building	
	Per	Frontage	(ft)	(ft)	Centerline	and	Height	
	Dwelling	First			of County	Federal		
	Unit	Dwelling			Roads	Highways		
		Unit			and Private	(ft)	-	
		(ft)			Drives	0 7		
					(ft)			
A-1	5 acres	100	15	15	60	35	50	
R-A	1 acre	100	15	15	60	35	50	
R-1	15,000	75	15	15	60	35	50	
	sq. ft.							
R-2	15,000	75	15	15	60	35	50	
	sq. ft.							
R-3	15,000	75	15	15	60	35	50	
N	sq. ft.							
C-1			15	15	60	35	50	
CN			15	15	60	35	50	
I-1			15	15	60	35	50	
PUD	See additio	nal requireme	nts in Secti	on 22-152				
CBOD					orridor Overlav Di	strict Ordinance		
<u> </u>	See requirements in Chickamauga Battlefield Corridor Overlay District Ordinance							

<sup>&</sup>lt;sup>1</sup> If property is to be divided with a shared private right-of-way, or easement, the lots must be a minimum of 5 acres each.

(Code 2005, § 34-263; Ord. of 7-20-1994, § 4.02; Ord. of 7-15-2004(4); Ord. of 1-29-2009(2), § 34-263; Ord. of 7-31-2014; Ord. No. O-02-21, § 3, 10-28-2021)

<sup>&</sup>lt;sup>2</sup>Or if septic systems will be needed, the regulations of the Health Department must be met, whichever is greater. If on well water, minimum lot size is 1 acre.

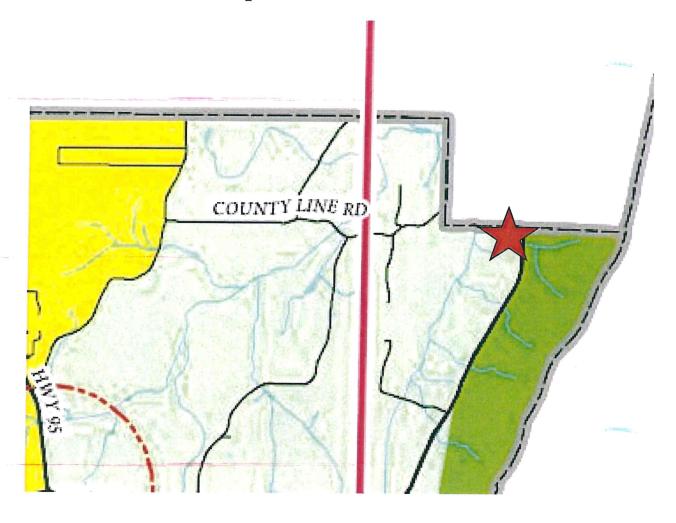


## **Projected Area:**





## Future Land Use Map:



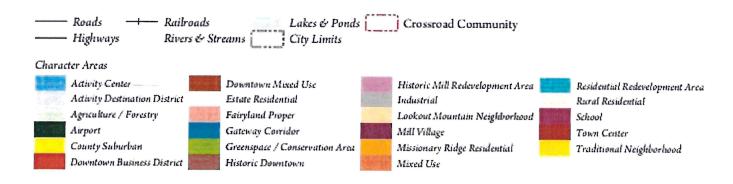




Figure 46. Hwy 193 near Nickajack Rd.

#### Agricultural/Forestry: Walker County

**Description**: Sparsely settled open areas containing farms, woods, and cultivation.

#### Suggested Development Strategy:

- 1. Limit new development
- 2. Protect farmland and open space
- 3. Promote use of conservation easements by landowners
- 4. Limit the number of residential subdivisions, requiring cluster or conservation subdivision design
- 5. Restrict commercial and residential development
- 6. Promote these areas for passive-use tourism/recreation
- 7. Widen roadways only when absolutely necessary
- 8. Carefully design roadway alterations to minimize visual impacts
- 9. Preserve agricultural lands for the next generation of farmers
- 10. Resurface and repair roads when and where necessary

#### Land uses:

- Agriculture/Forestry
- Residential
- Parks/Recreation/Conservation

Key Word Objectives: Conservation, Agriculture, Forestry, Low-density development, Conservation subdivision, Trails, Open space preservation, Environmental protections, Sense of place

WALKER COUNTY PLANNING & DEVELOPMENT AGENDA ITEM

Owner:

Wesley & Maruim Smith

Petitioner:

same

Location of

2030 Dunwoody Road

Property:

LaFayette, GA. 30728

#### Tax map & parcel number 0-523-044D

	Date Applied:	2/14/2023		
	PC Meeting Date:	3/16/2023		
	Present Zoning: A-1	(Agricultural)		
APPLICANT'S INTENT:		,		
DETAILS OF BEOLIFST.	Would like to divide off less than five acres in an A-1 zon.  The Smith's would like to divide off less than five acres in an A-1 zone. They have eight acres in total with around 350 feet of road frontage.			
DETAILS OF REQUEST:				

#### Sec. 22-113. Variances.

- (a) The Planning Commission may authorize, upon appeal in specific cases, such variances from the terms of this article as will not be contrary to the public interest where, owning to special conditions, a literal enforcement of the provisions of this article will, in an individual case, result in practical difficulty or unnecessary hardship, so that the spirit of this article shall be observed, public safety and welfare secured, and substantial justice done. The existence of a non-conforming use of neighboring land, buildings, or structures in the same district or of permitted or non-conforming uses in other districts shall not constitute a reason for the requested variance. Such variance may be granted in such individual case of unnecessary hardship. In determining whether or not to grant a variance, the Planning Commission shall consider, along with other relevant facts, the following:
  - (1) Whether there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography.
  - (2) Whether the application of this article to this particular piece of property would create an unnecessary hardship.
  - (3) Whether such conditions are peculiar to the particular piece of property involved.
  - (4) Whether relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of this article; provided, however, that no variance may be granted for a use of land or building or structure that is prohibited by this article.
- (b) All decisions made by the Planning Commission for a variance request may be appealed to the County Board of Commissioners.

#### Sec. 22-181. Development standards.

Development standards are as follows:

Table of Development Standards Area, Setback and Height Requirements

	District	Minimum Lot Size Per Dwelling Unit	Required Road Frontage First Dwelling Unit (ft)	Side Setback (ft)	Rear Setback (ft)	Front Setback from Centerline of County Roads and Private Drives (ft)	Front Setback from State and Federal Highways (ft)	Maximum Building Height
>[	A-1	5 acres	100	15	15	60	35	50
	R-A	1 acre	100	15	15	60	35	50
	R-1	15,000 sq. ft.	75	15	15	60	35	50
	R-2	15,000 sq. ft.	75	15	15	60	35	50
	R-3	15,000 sq. ft.	75	15	15	60	35	50
	C-1			15	15	60	35	50
	CN			15	15	60	35	50
	I-1			15	15	60	35	50
	PUD	See additio	nal requireme	nts in Secti	on 22-152			
	CBOD	See require	ments in Chick	amauga Ba	attlefield Co	rridor Overlay Di	strict Ordinance	

<sup>&</sup>lt;sup>1</sup> If property is to be divided with a shared private right-of-way, or easement, the lots must be a minimum of 5 acres each.

(Code 2005, § 34-263; Ord. of 7-20-1994, § 4.02; Ord. of 7-15-2004(4); Ord. of 1-29-2009(2), § 34-263; Ord. of 7-31-2014; Ord. No. O-02-21, § 3, 10-28-2021)

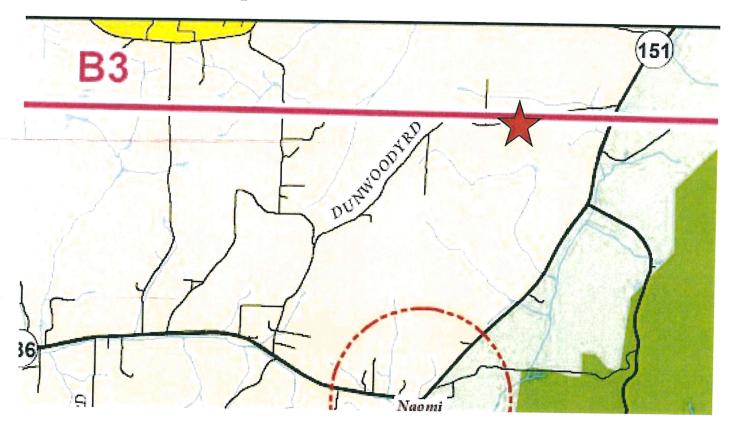
<sup>&</sup>lt;sup>2</sup>Or if septic systems will be needed, the regulations of the Health Department must be met, whichever is greater. If on well water, minimum lot size is 1 acre.



## **Projected Area:**



## Future Land Use Map:



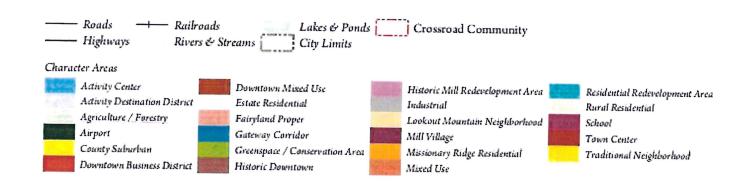




Figure 49. Chamberlain Road, west of LaFayette

## **Rural Residential:** LaFayette, Rossville and Walker County

Description: Rural, mostly undeveloped lands consisting of large lots, open space, pastoral views, low pedestrian orientation, and a high degree of residential building separation. Residential building separation is greater than what exist in County Suburban Charter area. These locations may face development pressure for lower density subdivisions of one unit per one+ acres. Agricultural and forestry operations are more likely to be found dispersed among large lot residential property.

#### Suggested Development Strategy:

- Permit and allow variances for conservation subdivisions designed to incorporate large amount of open space.
- 2. Allow limited commercial activities.
- Preserve rural features and limit residential development to lot sizes of one to five acres (oftendesignated as Residential-Agricultural or Agricultural Zoning Districts).
- Whenever possible, connect to a regional network of greenspace and trails available to pedestrians, bicyclists, and other non-vehicular means of transportation.
- 5. Limit the rate of water and sewer infrastructure expansion in a practical, responsible matter.
- 6. Resurface and repair roads when needed.

#### Land uses:

- Residential
- Agriculture/Forestry
- Parks/Recreation/Conservation

Key Word Objectives: Conservation, Agriculture, Forestry, Single family residential, Low-density development, Conservation subdivision, Trails

WALKER COUNTY
PLANNING & DEVELOPMENT
AGENDA ITEM

Owner:

John Stanley

Petitioner:

same

Location of

0 Pine Valley Drive

Property:

Rossville, GA. 30741

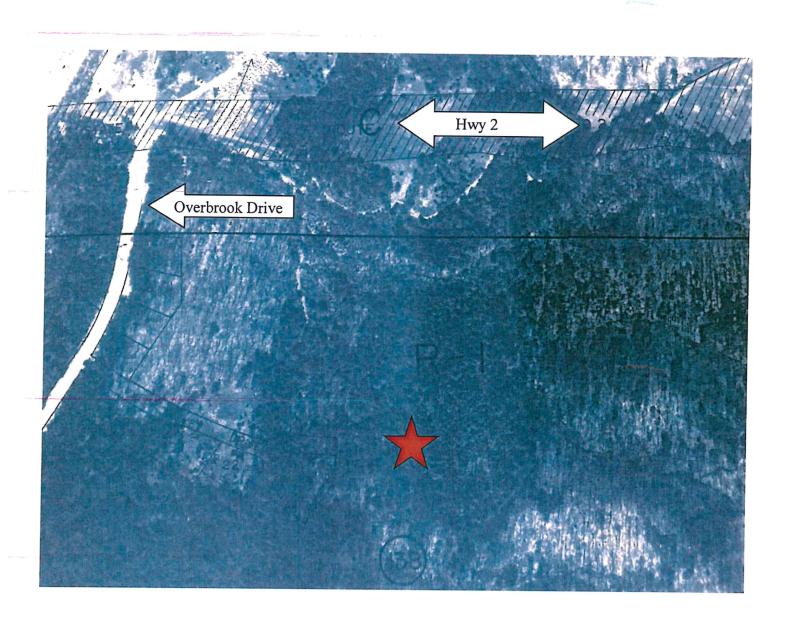
Tax map & parcel number 0-137-027A

	Date Applied:	2/14/202				
	PC Meeting Date:	3/16/2023				
	Present Zoning:	R-1 (Residential)				
APPLICANT'S INTENT:		re than six homes on a shared				
DETAILS OF REQUEST:	The Stanley's just purc Pine Valley Drive in Mi would like to have more	private drive.  The Stanley's just purchased 39 acres at the dead end of Pine Valley Drive in Mission Glenn Subdivision. They would like to have more than six lots/homes on this acreage. They only have 50 feet of road frontage which is Pine Valley Drive.				

Section 22-401(3) is deleted in its entirety and replaced with the following:

Abut on a private drive, or a permanent recorded easement or right-of-way which serves no more than six separate residential dwellings, lots or tracts and provides access to a publicly accepted and maintained road, provided that the following criteria are met:

a. A private drive, easement or right-of-way utilized for access must be at least 50 feet in width. Each parcel of property that accesses the private drive, easement or right-of-way must be a minimum of one acre, except all property that is zoned A-1 requires a minimum of five acres. A maximum of six parcels may access the private drive, easement or right-of-way. No additional private drive, easement or right-of-way or any parcel that has access thereto. Each private drive, easement or right-of-way or any parcel that has access thereto. Each private drive, easement or right-of-way must satisfy the County: (1) Fire Department dead end road requirements; (2) setback requirements; and (3) storm water and soil erosion plan requirements. All deeds and plats are required to set forth the private drive, easement or right-of-way. All deeds and permits that provide a private drive, easement or right-of-way to be utilized for access shall include a provision that each property owner shall be responsible for the property owner's share of the cost of the maintenance of the private drive, easement or right-of-way. For example, if four property owners access a private drive, easement or right-of-way, then each property owner shall be responsible for one-fourth of the cost of the maintenance of the private drive, easement or right-of-way.

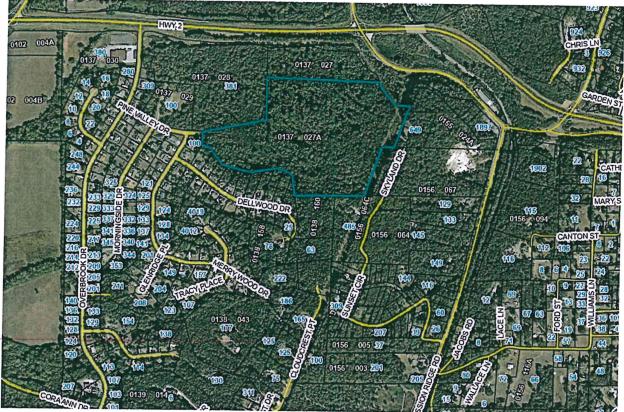


## **Contours of property**

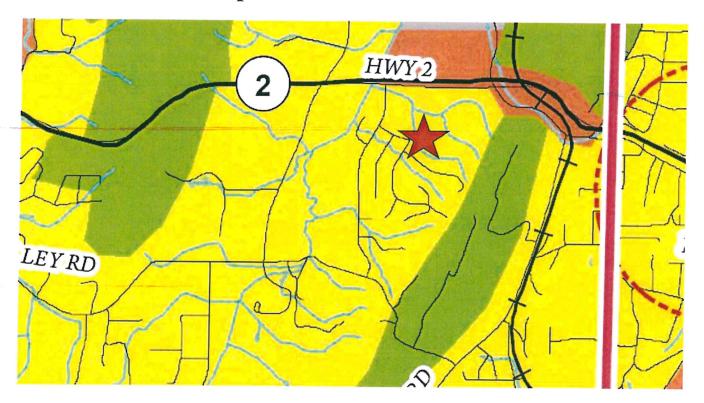


## Projected Area:





## Future Land Use Map:



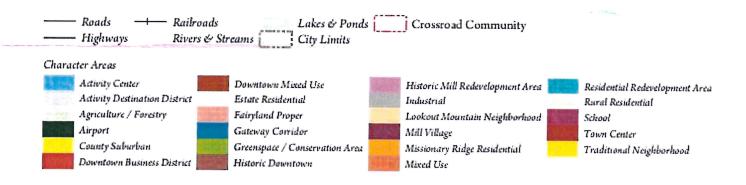




Figure 50. Residential development in the Mountain View area

#### County Suburban: Walker County

Description: Location of predominately post-WWII residential single family housing within subdivided parcels of large amounts of open space. County suburban housing is often found in proximity to public water. These locations are characterized by low pedestrian mobility, little or no transit, a high amount of open space, and a high to moderate degree of residential building separation. Smaller retail establishments may also be found in these locations. Public institutional uses may be found at these locations in the form of fire departments, public school, recreational facilities, etc.

#### Suggested Development Strategy:

- Provide limited planned expansion of water and sewer infrastructure, to control the rate of growth.
- Wherever possible, connect to a regional network of greenspace and trails made available to pedestrians, bicyclists, and other non-vehicular means of transportation.
- Encourage compatible architecture styles that maintain the desired local character, and do not include "franchise" or "corporate" architecture.
- Discourage tourist-based Industries.
- Permit conservation subdivisions, accessory housing units, and well-designed multifamily residences to increase neighborhood density versus traditional suburban development
- Add traffic calming improvements, sidewalks, street trees, and increased street interconnect to improve walkability and slow traffic within existing neighborhood.

#### Land uses:

- Single family residential
- Commercial
- Parks/Recreation/Conservation
- Public/Institutional

**Key Word Objectives:** Post-WWII housing, Subdivision, Building separation, Limited commercial, Public water, Open space, Recreation, Conservation, Traditional neighborhood, Sense of place, Alternative multimodal transportation, Regional identity, Heritage preservation, Infill development, Open space preservation, Environmental protection

#### WALKER COUNTY PLANNING & DEVELOPMENT AGENDA ITEM

Owner:

John Stanley

Petitioner:

same

Location of

0 Pine Valley Drive

Property:

Rossville, GA. 30741

#### Tax map & parcel number 0-137-027A

	Date Applied:	2/14/2023				
	PC Meeting Date:	3/16/2023				
	Present Zoning:	R-1 (Residential)				
APPLICANT'S INTENT:	Would like to rezone the to R-2 (Residential)	ne property from R-1 (Residential)				
DETAILS OF REQUEST:	The Stanley's would like to R-2 so they can have and educational experi	The Stanley's would like to rezone the property from R-1 to R-2 so they can have limited agricultural use for hobby and educational experiences such as backyard chickens, cows and pigs for 4H.				

#### Sec. 22-148. Allowable and prohibited uses.



Allowable uses within each land use district are as follows:

Land Use	Land Use District									
	A-1	R-A	R-1	R-2	R-3	CBOD	C-1	CN	1	PUD
Residential	Α	Α	Α	Α	Α	А	Р	A	Р	Α
Institutional	Α	Α	Р	Α	Α	Α	Α	Α	A	Α
Outdoor recreational	Α	Α	Р	Α	Α	Α	Α	Α	Р	Α
Professional service and office	Р	Α	Р	Α	Α	Α	Α	Α	Р	Α
Neighborhood commercial	Α	Р	Р	Р	Р	Α	Α	Α	Р	Α
General commercial	Р	Р	Р	Р	Р	Α	Α	Р	Р	Α
Public service	Α	Α	Р	Р	Р	Α	Α	A	Α	A
Utilities	Α	Α	Α	Α	Α	Α	Α	Α	Α	A
Low intensity agriculture	Α	Α	Р	Α	Α	А	Р	Р	Р	Р
General agriculture	Α	Α	Р	Р	Р	Α	Р	Р	Р	Р
Silvicultural	Α	Α	Р	Р	Α	A	Р	Р	P	A
Industrial	Р	р	Р	Р	Р	Р	Р	P	A	P
Mining	Α	Р	Р	Р	Р	Р	P	Р	Α	P

#### Notes:

A—Allowed use, must meet all applicable development and compatibility standards.

P—Prohibited <u>use</u>

(Code 2005, § 34-235; Ord. of 7-20-1994, § 3.04; Ord. of 1-29-2009(2), § 34-235)

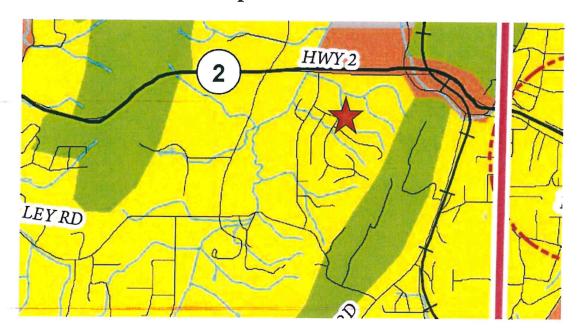
### Sec. 22-147. - Specific uses allowed.

(10) Low intensity agricultural. Low intensity agricultural uses include croplands, pastures, aquaculture, plant nurseries and buildings which are accessory to these agricultural uses. This category of uses does not include feedlots, poultry, hog and dairy operations, and processing or distribution plants for agricultural products and supplies. Low density residential use is allowed.

## Projected Area:



## Future Land Use Map:



#### CONSIDERATION OF ZONING CRITERIA

- 1. Existing land uses and zoning of nearby property: The zoning of the nearby property is currently zoned R-1 & R-2 (Residential) & C-1 (Commercial)
- 2. Suitability of the subject property for the zone purposed: Yes
- 3. Extent to which property values of the subject property are diminished by the particular zoning restrictions: None
- 4. Extent to which the destruction of property values of the subject property promotes the health, safety, morals or general welfare of the public: None that we know of.
- 5. Relative gain to the public as compared to the hardship imposed upon the individual property owner: It would provide more housing to the area.
- 6. Whether the subject property has reasonable economic use as currently zoned: Yes
- 7. Length of time the property has been vacant as zoned considered in the context of land development in the vicinity of the property: The tax records show the property has been owned by John Stanley since August 2022.
- 8. Whether the proposed zoning will be a use that is suitable in view of the use and development of adjacent and nearby property: It would be.
- 9. Whether the proposed zoning will adversely affect the existing use or usability of adjacent or nearby property: Not that we know of
- 10. Whether the zoning proposal is in conformity with the policies and intent of the Comprehensive Plan: The Future Land Use Map shows country suburban.
- 11. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools. Unknown.
- 12. Whether there is other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal: The property does adjoin residential R-2 property.



## Proclamation

## BY THE WALKER COUNTY BOARD OF COMMISSIONERS INTELLECTUAL & DEVELOPMENTAL DISABILITIES AWARENESS MONTH

WHEREAS: Intellectual and developmental disabilities are conditions affecting an

estimated six-million American children, adults and their families; and

WHEREAS: The most effective weapons for alleviation of the serious problems

associated with these kinds of disabilities are public knowledge and

understanding; and

WHEREAS: The potential for citizens with intellectual and developmental disabilities

to function more independently and productively must be fostered; and

WHEREAS: People with intellectual and developmental disabilities have many skills

and talents to contribute to their neighborhoods and communities; and

WHEREAS: Everyone wins when people with intellectual and developmental

disabilities receive the support needed to be contributing members of the

community; and

WHEREAS: Bridge Health improves the quality of life for the citizens of Walker, Dade,

Chattooga and Catoosa counties by providing services to persons with intellectual and developmental disabilities, as well as their families;

THEREFORE: I, Shannon K. Whitfield, Chairman of the Walker County Board of

Commissioners, do hereby proclaim March as Intellectual and

Developmental Disabilities Awareness Month in Walker County and urge our citizens to give their full support to efforts enabling people with intellectual and developmental disabilities to live productive lives and

achieve their potential.

Signed and sealed this 23rd day of March in the year 2023.

Chairman Shannon K. Whitfield

## WALKER COUNTY PLANNING COMMISSION

Application for Zoning Variance

			* *		Date 02.09.23
PLEASE PRINT OR TYPE		FEE \$	150.	00	Case No.
Owner's Name <i>ALEXANORIA HOV</i>	NARD		Mailing	1760 COUNT	TY LINE RO
Name POSARIADELL TO	VIII		Address	1790 COUN	IY CINC KU
City/Zip ROCK SPRING	30739		Phone	423 802	
Tax Parcel # 0360 - 010 (	n				UNTY LINE RD PRING GA 30739
Current	Requested LESS	THAN	and Numb		ipied? YES
Zoning A1		1- ZON		Rental Prop	
Reason for Variance (Be Speci		1 201	***************************************		, NO
WANTING TO SECTION	OFF & to a	Full 1	ACRE FO	R ANOTHER	HOME TO BE BUILT.
THE 1/2 or 1 acre	to be sol	d to	anoth	ER	
Lessee's FAPPLICABLE	10 DC SOI	Lesse		OWNER	
Name		Addre			
NAME AND ADDRESS OF ALL	PROPERTY OWN			F ANY PROPI	ERTY LINE
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2.					
3.					
4.					/
_					
5.					
6.					
_	2				
7. I SWEAR UNDER PENALTY O	IF ADDITIONAL SPA				
1 SWEAR UNDER PENALTY O	TLAW INAL INE V	VI I ITIIN	INFORMATI	ion is true f 1	ND CORRECT
Owner's Signature Weekan	dria Howa	nd		Date: 02.	09.2023
Date Received by the Planning Office					
2-10-2023					
Planning Commission Decision/Date  3-16-2023 Planning Comm. 3-23-2023 Board of Comm.					
3-16-2023 Planning COM	W. 5-65-606	3 2	ara of C	SANCIFIC	
THIS FORM MUST BE FULLY	COMPLETED.				

The Owner/Applicant must notify each property owner within 150' by providing them a copy of this application. Proof of notification must be provided to the Planning Office.

PP

## WALKER COUNTY PLANNING COMMISSION

Application for Zoning Variance

			Date 2-14-7023		
PLEASE PRINT OR TYPE	FEE\$	150.00	Case No.		
Owner's Wesley H 5 mith Name MARY M 5 mith		Mailing	- 0		
Name MASUM Smith		Address	2030 Dunwoody Rd		
City/Zip LAFAGEHE GA	30725	Phone	423-475-9859		
Tax Parcel # 0-523-044	<b>N</b>	Street Name			
		and Number			
Current Required Varia	ested	<u>-</u>	Owner Occupied? Rental Property?		
Reason for Variance (Be Specific):	I I I I I I I I I I I I I I I I I I I	<u> </u>	nettai Property?		
Divide off less HARN 5 Alchers					
IF APPLICABLE					
Lessee's	Lesse				
Name NAME AND ADDRESS OF ALL PROPERTY.	Addre		ANV DOODEDTY I INF		
NAME AND ADDRESS OF ALL FROM	-ENTY OWNERS W	ITHIN ISU OF	ANT PROPERTY LINE		
1.					
2.					
3.					
4.			í		
5.					
6.					
7. 15 4	DDITIONAL SPACE IS D	COUNTRY ATTAC	NI A OFDADATE OUTET		
I SWEAR UNDER PENALTY OF LAW	ADDITIONAL SPACE IS R THAT THE WITHIN		N IS TRUE AND CORRECT		
, , , ,	) 5//	1			
Owner's Signature Wesley	mtt		Date: 2-14-2023		
Date Received by the Planning Office:					
Planning Commission Decision/Date					
3-16-2023 @ 6:00 pM - Civic Center /3-23-2023 7:00 pm 201 S. Main Street					
THIS FORM MUST BE FULLY COMP	LETED.		201 S. Main Street		

The Owner/Applicant must notify each property owner within 150' by providing them a copy of this application. Proof of notification must be provided to the Planning Office.

This application must be fully complete prior to filing.

## WALKER COUNTY PLANNING COMMISSION

Application for Zoning Variance

					Date 2-14-2023	
PLEASE PRINT OR TYPE	***	FEE\$	150.0	0	Case No.	
Owner's John Sta	nley		Mailing Address	2422	Charleston Square	
city/zip Chattanooga, TN 37421		Phone 423.605-7532				
Tax Parcel # 0137-027A			Street Name Pine Valley Road			
Current R 1	Requested			Owner Occ		
Zornig 1	Variance			Rental Prop	perty?	
Reason for Variance (Be Specific):  More than 6 homes off of a shared drive						
The approximately 39 acres would accommodate a greater number than 6 homes.						
Lessee's Lessee's						
Name Address Address						
NAME AND ADDRESS OF ALL PROPERTY OWNERS WITHIN 150' OF ANY PROPERTY LINE						
1.					*	
		:				
2.						
3.						
4.						
5.						
6.					Ţ,	
7. IF ADDITIONAL SPACE IS REQUIRED, ATTACH A SEPARATE SHEET						
I SWEAR UNDER PENALTY OF LAW THAT THE WITHIN INFORMATION IS TRUE AND CORRECT						
Owner's Signature	Hark			Date: 2/	118/23	
Date Received by the Planning Office:						
Planning Commission Decision/Date 3-16-2023 + 3-23-2023						
THIS FORM MUST BE FULLY COMPLETED.						

The Owner/Applicant must notify each property owner within 150' by providing them a copy of this application. Proof of notification must be provided to the Planning Office.

This application must be fully complete prior to filing.

Applicant: John Stanle	<del>/</del>					
Map & Parcel: 0137-027A						
PLANNING COMMISSION RECOMMENDATION:						
3-16-2023	APPROVED AS SUBMITTED					
	APPROVED WITH CONDITIONS					
	TABLED					
	DENIAL					
COMMISSIONERS FINAL DECISION:						
	APPROVED AS SUBMITTED					
APPROVED WITH CONDITIONS						
TABLED						
	DENIAL					
The following disclosure is required of the applicant(s) by Section 36-67A-3 of O.C.G.A. The following is for disclosure purposes only and does not disqualify the petition.  Within the past two years, have you made either campaign contributions totaling \$250.00 or more and/or given gifts having value of \$250.00 or more to a local government official who will be responsible for making a recommendation or decision on the application? YES () NO XI. If so, then on a separate page, please furnish the following information.  A) The name of the local government official(s) to whom cash contribution or gift was made.  B) The dollar amount(s) and date(s) of each campaign made by the applicant to each local government official during the two years immediately preceding the filling of the application: and  C) An enumeration and description of each gift having a value of \$250.00 or more made by the applicant to each local government official within the past two years:						
Signature of Petitioner/Owner:						
OWNER DATE	DETITIONED					
Pille	PETITIONER DATE					

## WALKER COUNTY PLANNING COMMISSION

Application for Re-Zoning Amendment

			Date 2-14-2073
PLEASE PRINT OR TYPE	FEE \$	75.00	Case No.
Owner's John Stanley	2	0.0. 411	12 Charleston Square include route and box # if assigned
cityzip Chattanooga, TN 37421		Phone 423	.605.7532
Tax Parcel # 0137-027A		Street Name and Number	Pine Valley Road
Current Zoning R1		Requested Zoning	R2
Reason for Change (Be Specific): R2 would allow for limited a	gn'cul	twal use for	hobby and educational experiences
such as backyard chickens, 4H			
Name	Lesse Addre	ss	
NAME AND ADDRESS OF ALL ADJACENT PROP	ERTY C	OWNERS WITH MA	ILING ADDRESSES
1.			
2.			
3.			
4.			
5.			
6.			
7.			
	CE IS RE	QUIRED, ATTACH A S	EPARATE SHEET
LAND USE PLAN DESIGNATIONS CURRENT		F.1.7.1	
I SWEAR UNDER PENALTY OF LAW THAT THE W	ITHIN I	FUTU NEORMATION IS 1	
Owner's Signature			2/14/23
Date Received by the Planning Office: 2-14-202	23	$\rightarrow$	
Planning Commission Decision/Date 3-16-207		+ 3-23.	2023

The Owner/Applicant must notify each adjoining property owner by providing them a copy of this application. Proof of notification must be provided to the Planning Office. Additionally, a sign, furnished by the Planning Commission will be posted on the subject front property line at least 15 days prior to the meeting date. Written notification must be mailed at least 15 days prior to the meeting date. This application must be fully complete prior to filing.



#### **RESOLUTION R-015-23**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WALKER COUNTY TO DECLARE PROPERTY FROM THE WALKER COUNTY SHERIFF'S OFFICE AS UNSERVICEABLE SURPLUS AND REMOVED FROM THE COUNTY INVENTORY

WHEREAS, O.C.G.A. § 36-9-2 provides that the county governing authority shall have the control of all property belonging to the county and may, by order entered on its minutes, direct the disposal of any real property which may lawfully be disposed of and make and execute good and sufficient title thereof on behalf of the county; and

**WHEREAS**, the Walker County Sheriff's Office has requested the property listed on **Exhibit A** and **Exhibit B** be deemed unserviceable surplus and further requests that the property be removed from the County inventory;

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Walker County, Georgia that the property listed in **Exhibit A** and **Exhibit B** attached hereto, and made a part hereof, be hereby declared unserviceable surplus and removed from the County.

SO RESOLVED AND ADOPTED this 23rd day of March, 2023.

ATTEST:	WALKER COUNTY, GEORGIA
Whitney Summey, Deputy Clerk	SHANNON K. WHITFIELD, Chairman
(SEAL)	The foregoing Resolution received a motion for from Commissioner, second by Commissioner, and upon the question the vote is ayes, nays to adopt the Resolution.

# Walker County Sheriff's Office Training Unit

To: Sheriff Steve Wilson

From: Lt. Pat Cook
Date: 03, March 2023
Re: Weapons Surplus

## Sheriff.

I am requesting that we move to surplus a H&K G-36 tactical rifle that is currently assigned to the Special Operations Group.

This rifle is the only one of its model that the department possess and it has out lived its usefulness.

The rifle is an H&K G-36 KE3, serial number 84-003711.

I am requesting that it and its supporting equipment be disposed of in an effort to acquire new equipment for the Special Operations Group.

Approved 3/03/2023

## Walker County Sheriff's Office Training Unit

To: Sheriff Steve Wilson

From: Lt. Pat Cook Date: 13, March 2023

**Re:** Request to Surplus

Sheriff I am requesting that we move to surplus twenty-five (25) Mossberg M-590 duty shotguns that have reached the end of their service life.

The serial numbers on these units are: T183046, T182653, T182578, P460573, P467155, T179653, T182453, T182908, T182381, T183082, P467176, T182620, T183108, T182375, T183102, T183058, T182915, P541408, T182404, T179640, T182425, T993607, T182871, T182382, T182614.

Approved 3/13/27 Augusm



#### **RESOLUTION R-016-23**

# A RESOLUTION OF THE BOARD OF COMMISSIONERS OF WALKER COUNTY TO ADOPT A RECORDS CENTER ACCESS POLICY

**WHEREAS**, the Constitution of the State of Georgia, approved by the voters of the State in November 1982, and effective July 1, 1983, provides in Article IX, Section 2, Paragraph 1 thereof, that the governing authority of the County may adopt clearly reasonable ordinances, resolutions, and regulations; and

**WHEREAS**, the governing authority of Walker County, Georgia ("County"), is the Walker County Board of Commissioners ("Board"); and

**WHEREAS**, the County, by and through its Board, is mandated by state law with various obligations regarding other elected officials in Walker County; and

**WHEREAS**, one such obligation pertains to providing the County and its elected officials with appropriate, secure storage for public documents/property and/or adequate funding for such storage; and

**WHEREAS**, in this regard, the following non-exhaustive list of state statutes is notable:

- O.C.G.A. § 15-6-86, requires that the Board provide the Superior Court Clerk adequate storage facilities for records;
- O.C.G.A. § 36-9-6(c)(1), requires the Board provide adequate storage facilities for records documenting property rights, deeds, and wills;
- O.C.G.A. § 36-9-2, provides that the Board shall have the control of all property belonging to the county;
- O.C.G.A. § 15-16-10, identifies the various document generation and storage responsibilities of the Sheriff, with a corresponding obligation of the Board to fund such responsibilities (Board of Commissioners of Dougherty County v. Saba, 278 Ga. 176 (Ga. 2004));
- GA CONST Art. 9, § 2, ¶ III, "any county... may exercise the following powers and provide the following services: *archive facilities*;
- O.C.G.A. § 50-18-102, provides that all records created or received in the performance of duty and paid for by public funds are deemed to be public property and shall constitute a record of public acts and destruction of same shall occur only through the operation of an approved retention schedule; and,
- O.C.G.A. § 36-5-22.1, provides that the Board has original and exclusive jurisdiction the directing and controlling of all the property of the county.

**WHEREAS**, there presently exists in the County a Records Center located at 91 Industrial Drive, Chickamauga ("Records Center"); and

**WHEREAS**, the Records Center contains the stored public documents of various Walker County agencies and elected officials, including those of the Board, the Superior Court Clerk, the Sheriff, the Chief Magistrate, the District Attorney, and the Tax Commissioner; and

**WHEREAS**, each of the above offices or entities have unique record retention responsibilities with respect to those records for which they are responsible; and

**WHEREAS**, each of the above offices or entities have a fiduciary obligation to ensure that their records are preserved and safeguarded; and



**WHEREAS**, each of the above offices or entities have a legal obligation to ensure that access to their stored records is limited to those having a legal right of such access; and

**WHEREAS**, each of the above offices or entities have a legal obligation to ensure that their records are not commingled with the records of another office or agency; and

**WHEREAS**, the Board believes that enhanced security and access protocols must be promptly instituted at the Records Center to ensure that County records and those records of the other offices or entities that store records at the Records Center are preserved and that reasonable restrictions on access are instituted; and

WHEREAS, the Board believes that providing sufficient records preservation resources and instituting additional safety and access protocols at the Records Center is in the best interest of the County and its citizens, and is also in keeping with the legal mandate that the County is responsible for safeguarding County property and for supporting those other elected officials that have similar record-keeping obligations.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Walker County, Georgia that within forty-five (45) days of adoption of this Resolution, the following measures shall be instituted at the Records Center to augment and enhance the safekeeping, preservation, and long-term maintenance of records stored there:

- 1. A keypad entry system utilizing a specific numerical sequence code shall be installed as the sole and exclusive method of gaining access to the Records Center;
- 2. Persons authorized to have access to the keypad entry code shall be limited to:

In County Administration:

- a. Records Center Staff, ("Staff")
- b. the Chair of the Board of Commissioners, ("Board Chair")

The various "Agency Heads":

- c. the Clerk of the Superior Court,
- d. the Sheriff,
- e. the Chief Magistrate,
- f. the District Attorney,
- g. the Probate Judge,
- h. the Coroner,
- i. the Tax Commissioner
- 3. The keypad access number, following its initial designation, shall not be changed without the agreement of each Agency Head. Each such access code change shall be documented in a dedicated journal ("Journal") which shall be kept and maintained by the Records Manager. The Journal may be maintained in either a written or digital format at the discretion of the Records Manager. The Records Manager shall restrict access to the Journal to only Staff. Upon any access code change, each person in Section 1. shall be provided the keycode access number. All persons possessing the code sequence, Records Center Manager excluded, are expressly prohibited from sharing it or making it known in any way to any other person. The Records Center Manager is solely and exclusively authorized to disclose the keycode access number and only to individuals with a bona fide, good faith reason to have such number.
- 4. Immediately upon passage of this Resolution, each Agency Head will be allowed to access the Records Center only if accompanied by the Records Center Manager or another Agency Head. Because the Staff are employees of, and directly report to the Board Chair, the



Board Chair shall only access the Records Center when accompanied by one of the Agency Heads.

- 5. Staff are authorized to access the Records Center unaccompanied by any other person, and are the only persons authorized to have unaccompanied access. Sole access to the Records Center by any other person is prohibited.
- 6. When entering the Records Center, the Board Chair and the Agency Heads are only authorized to access records for which they are legal custodian. The Board Chair and Agency Heads are prohibited from accessing any other records in the Records Center.
- 7. Necessary access to the Records Center by specialized personnel for maintenance, repair, renovation, upgrade, delivery of supplies and materials, etc., shall be allowed, but shall only occur with the approval of and in the presence of the Records Manager. Except for emergency situations, all such work shall be scheduled by Staff at least one week prior to access occurring. The Records Manager shall notify the Board Chair and all Agency Heads no later than three (3) business days prior to such access, listing the names and purpose of such access. Staff shall likewise enter all such access events in the Journal.

**BE IT FURTHER RESOLVED** within forty-five (45) days of adoption of this Resolution, the Records Manager shall prepare and implement a Records Retention, Procedures and Protection Manual ("Manual") that shall, at a minimum, contain the following:

- A. A requirement that any person that enters the Records Center shall complete an electronic or manual log detailing who is entering the Records Center, the date, the time of entry and exit, and the purpose for entry;
- B. A requirement that the Records Manager shall, no less than monthly, provide a summary report to Agency Heads containing a list of keypad entries into the Records Center for the prior month, and the monthly results of the "log" described in Section A;
- C. A record retention and destruction protocol ("Record Protocol"), detailing the various records maintained at the Records Center, the timelines for retention, and those safeguards necessary for document destruction in accordance with applicable law. Each Agency Head shall review and approve that portion of the protocol applicable to his/her Agency;
- D. A prohibition on the destruction of records *except* as authorized by (1) applicable law, (2) the Records Protocol identified in Section C, and (3) that Agency Head having custody of the records being destroyed. Each occurrence of record destruction shall be documented in the Journal, to include specific written or digitally notated authorization by the pertinent Agency Head of the batch or batches of records to be destroyed;
- E. Mandating that there shall be no commingling of Agency records within the Records Center and, in the event Agency records are currently commingled, that a dedicated program of segregating such records shall occur as soon as practicable;
- F. Requiring that the Board Chair and each Agency Head execute a Memorandum of Understanding agreeing to the material terms and provisions of this Resolution, to include the role of the Records Manager and Staff, and further confirming that the Manual and Records Protocol have been read, understood, and will be followed. The Memorandum shall contain a reference to Georgia law regarding record retention protocols, with a reminder that any destruction of public records outside of the structure set forth in the State of Georgia record retention guidelines is a misdemeanor, per O.C.G.A. 50-18-102;
- G. An allowance that the provisions of this Resolution, including the entry and access protocols in Sections 2 through 7 of this Resolution may be modified only upon the unanimous written consent of the Agency Heads;
- H. Any other terms and provisions considered appropriate by the Records Manager and that are agreeable by the affected Agency Head, so long as such terms and provisions are in accordance with applicable law.



**BE IT FURTHER RESOLVED** the Board hereby authorizes any expenditures from County funds, to include any necessary budget adjustment, that is reasonably necessary to implement the directives herein set forth.

SO RESOLVED AND ADOPTED this  $23^{\rm rd}$  day of March, 2023.

ATTEST:	WALKER COUNTY, GEORGIA
Whitney Summey, Deputy Clerk	SHANNON K. WHITFIELD, Chairman
(SEAL)	The foregoing Resolution received a motion for from Commissioner, second by Commissioner, and upon the question the vote is ayes, nays to adopt the Resolution.



#### **RESOLUTION R-017-23**

A RESOLUTION OF THE WALKER COUNTY BOARD OF COMMISSIONERS TO ADOPT AN EMPLOYEE ELECTRONIC PROPERTY AND COMMUNICATIONS SYSTEM POLICY

**WHEREAS**, the Board of Commissioners of Walker County ("Board") is the governing authority of Walker County, Georgia; and

**WHEREAS**, the Board has determined it is desirable and necessary to update the county's Employee Electronic Property and Communications System Policy to clarify the responsibility of each employee concerning the use of county computers and networks; and

**THEREFORE BE IT RESOLVED** by the Board of Commissioners of Walker County, Georgia that the Walker County Government Employee Electronic Property and Communications System Policy, attached hereto marked "Exhibit A," and incorporated by reference, is hereby adopted and shall be implemented immediately.

**BE IT FURTHER RESOLVED** any other Resolution or county policy addressing the use of county computer and network systems prior to this date, that is now in conflict with any of the provisions of this Resolution, is hereby repealed.

SO RESOLVED this 23rd day of March, 2023.

ATTEST:	WALKER COUNTY, GEORGIA
Deputy Clerk	SHANNON K. WHITFIELD, Chairman
(SEAL)	The foregoing Resolution received a motion for from Commissioner, second by Commissioner, and upon the question the vote is ayes, nays to adopt the Resolution.

#### EXHIBIT A



## ELECTRONIC PROPERTY AND COMMUNICATION SYSTEMS POLICY

#### **Statement of Policy**

The County provides a variety of channels for communication to promote the efficient operation of its business. All communications transmitted by, received from, or stored in these systems are the sole property of Walker County and an employee should have no expectation of privacy related thereto. All electronic communication systems, supplies, equipment, computers, disk drives, information, and any other material or electronic County property obtained and used during the course of employment (regardless whether during normal working or non-working hours) is exclusively owned by Walker County.

#### **Monitoring of Electronic Communication Systems**

IT system monitoring will take place where appropriate, and investigations will be conducted when reasonable suspicion exists of a breach of this or any other policy. Periodic monitoring of activity on County systems, including internet and email use, is appropriate to ensure security and effective operation, and to protect against misuse.

Any electronic communication system usage may be monitored at any time at the discretion of the Human Resource Director along with the Information System/Technology Director. These situations should be restricted to internal investigations or official investigations, such as for law enforcement proceedings. Their staff may be involved as needed and at the determination of the Human Resources Director and the Information System/Technology Director. Any monitoring exercises will exclude involvement by Managers, Directors, Elected Officials and their staff. The Human Resources Director will report findings to the Board of Commissioners.

The Information System/Technology Director is authorized to oversee and manage all County communication systems. To facilitate that role, the Information System/Technology Director may create additional and detailed policies consistent with this Policy, which policies shall be complied with by employees upon distribution of the same. A copy of any such policies promulgated by the Information System/Technology Director shall be maintained in the Human Resources Department. The Information System/Technology Director shall immediately notify reported suspected violations of this policy to the Human Resources Director.

The burden of responsibility is on the employee to abide by this Policy and, prior to use, inquire about specific uses not cited. It is the employee's responsibility to report suspected breaches of security policy without delay to your Department Head, the IT department, or an Elected Official. All breaches of information security policies will be investigated. For any and all questions on topics not covered, please inquire with your supervisor or the Information Systems and Technology Department.

#### **Mobile Phones**

County cellular phones/smartphone devices are provided to key individuals for the purpose of ensuring accessibility and enhancing individual efficiencies in handling County business. Cellular phones are not a personal benefit and are not intended for use as a primary mode of personal communication.

Excessive use of a personal cellular device while on County duty may result in disciplinary action. Department Directors have the authority to restrict or prohibit the use of any mobile device, County supplied or personal, at any time, while an employee is on the job if it is determined that use of a mobile device presents a safety hazard or distracts from the duties of the job.

#### **Specifics on Computer and Network Usage**

#### a) Responsible Use of Resources

You are responsible for knowing what information resources (including networks) are available, remembering that the members of the community share them, and refraining from all acts that waste or prevent others from using these resources or from using them in whatever ways have been proscribed by the Walker County Board of Commissioners and the laws of the state and federal government.

#### **ELECTRONIC PROPERTY AND COMMUNICATION SYSTEMS POLICY**



#### b) <u>Use of Computer Devices</u>

You are responsible, in coordination with your Department Director, for the security and integrity of Walker County information stored on your computer devices. This responsibility includes making regular disk backups and controlling physical and network access to the machine. Avoid storing passwords or other information that can be used to gain access to other government computing resources.

#### c) Access to Facilities and Information

#### 1) Sharing of Access

Computer accounts, passwords, and other types of authorization are assigned to individual users and must not be shared with others. You are responsible for any use of your account.

#### 2) Permitting Unauthorized Access

You may not install or otherwise configure software or hardware to intentionally allow access by unauthorized users.

#### 3) Use of Privileged Access

Special access to information or other special computing privileges are to be used in performance of official duties only. Information that you obtain through special privileges is to be treated as private.

#### 4) Attempts to Circumvent Security

Users are prohibited from attempting to circumvent or subvert any system's security measures. This section does not prohibit use of security tools by system administration personnel.

#### 5) Decoding Access Control Information

You are prohibited from using any computer program or device to intercept or decode passwords or similar access control information.

#### 6) Denial of Service

Deliberate attempts to degrade the performance of a computer system or network or to deprive authorized personnel of resources or access to any Walker County computer system or network are prohibited.

#### 7) Harmful Activities

The following harmful activities are prohibited: creating or propagating viruses; disrupting services; damaging files; intentional destruction of or damage to equipment, software or data belonging to Walker County Board of Commissioners or other users; and the like.

#### 8) <u>Unauthorized Monitoring</u>

You may not use computing resources for unauthorized monitoring of electronic communications.

### 9) Government Dishonesty

You should always use computer resources in accordance with high ethical standards and in correspondence with local, state and federal law.

#### 10) Use of Copyrighted Information and Materials

You are prohibited from using, inspecting, copying, and storing copyrighted computer programs and other materials, in violation of copyright laws.

#### 11) Use of Licensed Software

No software may be installed, copied, or used on Walker County resources except as permitted by the owner of the software. Software subject to licensing must be properly licensed and all licensed provisions (installation, use, copying, number of simultaneous users, term of license, etc.) must be strictly adhered to. Any and all new software installations must be approved in some form by the County's designated network and computing personnel.

#### 12) Political Campaigning; Commercial Advertising

The use of system materials, supplies, equipment, machinery, or vehicles in political campaigns is forbidden. Political campaigns and commercial advertisements shall not be displayed on government property. The use of County computers and networks shall conform to these policies.

#### 13) Personal Business

Computing facilities, services, and networks may not be used in connection with compensated outside work or for the benefit of organizations not related to the business of the County. Any other incidental use (such as electronic communications or storing data on single-user machines) must not interfere with other users' access to resources (computer cycles, network bandwidth, disk

# THER COUNTY

#### **ELECTRONIC PROPERTY AND COMMUNICATION SYSTEMS POLICY**

space, printers, etc.). State law restricts the use of state facilities for personal gain or benefit.

#### Internet and Email Conditions of Use

All employees will be assigned an internet access usage level by their Constitutional Officer/Department Head when hired. Use of Walker County Government internet and email is intended for business use. Personal use of the internet or email is permitted where such use does not affect the individual's business performance, is not detrimental to Walker County Government in any way, is not in breach of any term and condition of employment and does not place the individual or Walker County Government in breach of statutory or other legal obligations. All individuals are accountable for their actions on the internet and email systems.

#### Clear Desk and Clear Screen Policy

In order to reduce the risk of unauthorized access or loss of information, Walker County Government enforces a clear desk and screen policy as follows:

- Personal or confidential business information must be protected using security features provided.
- Computers must be logged off/locked or protected with a screen locking mechanism controlled by a password when unattended.
- Case must be taken to not leave confidential material on printers or photocopiers. All business-related printed matter must be disposed of using confidential waste bins or shredders.

#### **Working Off-Site**

It is accepted that laptops and mobile devices will be taken off-site. The following controls must be applied:

- Working away from the office must be in line with Walker County Government remote working policy.
- Equipment and media taken off-site must not be left unattended in public places and not left in sight in a car (exceptions for law enforcement maps apply).
- Laptops must be carried as hand luggage when traveling.
- Information should be protected against loss or compromise when working remotely (for example at home or in public places). Laptop encryption must be used.
- Particular care must be taken with the use of mobile devices such as laptops, mobile phones, smartphones, and tablets. They must be protected at least by a password or a PIN and, where available, encryption.

#### **Mobile Storage Devices**

Mobile devices such as memory sticks, CDs, DVDs, and removable hard drives must be only used in situations when network connectivity is unavailable or there is no other secure method of transferring data. Only Walker County Government authorizes mobile storage devices with encryption enabled should be used when transferring sensitive or confidential data. Failure to comply with these provisions will result in disciplinary action up to and including termination.

#### **Software**

Employees must use only software that is authorized by Walker County Government on Walker County Government computers. Authorized software must be used in accordance with the software supplier's licensing agreement. All software on Walker County Government computers must be approved and installed in the Walker County Government IT Department.

#### **Viruses**

The IT department has implemented centralized, automated virus detection and virus software updates within the Walker County Government. All PCs have antivirus software installed to detect and remove any virus automatically. Individuals should not attempt to remove or disable the anti-virus software.

# CEORGIA

#### **ELECTRONIC PROPERTY AND COMMUNICATION SYSTEMS POLICY**

#### Telephone (Voice) Equipment Conditions of Use

Use of Walker County Government voice equipment is intended for business use. Individuals must not use Walker County Government equipment for sending or receiving private communications on personal matters, make hoax or threatening calls or accept reverse charge calls for personal reasons from domestic or International operators. All non-urgent personal communications should be made at an individual's own expense using alternative means of communication.

#### **Actions upon Termination**

All Walker County Government equipment and data, for example laptops and mobile devices including telephones, smartphones, USB memory devices and CDs/DVDs, must be returned to Walker County Government at termination of employment. All Walker County Government data or intellectual property developed or gained during the period of employment remains the property of Walker County Government and must not be retained beyond termination or reused for any other purpose.

When you cease being a member of the government community, or if you are assigned a new position and/or responsibilities within the County, your access authorization must be reviewed. You must not use facilities, accounts, access codes, privileges, or information for which you are not authorized in your new circumstances.

Failure to comply with the provisions within this policy will result in disciplinary action up to and including termination.

WALKER COUNTY FIRE & RESCUE
107 ALEX DRIVE
CHICKAMAUGA, GA 30707

WALKER COUNTY FIRE & RESCUE
107 ALEX DRIVE
CHICKAMAUGA, GA 30707

PURCHASE ORDER NO. 2023-00000937

**DATE** 03/17/2023

**VENDOR** 61379 NAFECO

NAFECO 1515 WEST MOULTON ST DECATUR, AL 35601

APPROVED BY

DELIVER BY SHIP VIA FREIGHT TERMS ORIGINATOR RESOLUTION # PAYMENT TERMS

Christina O'Toole

QUANTITY	LI/M	DESCRIPTION	UNIT COST	TOTAL COST
1.0000		Capital - Other Equipment - Lion - Firefighter Turnout Gear 13 Sets	\$39,487.5000	
			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,
			TOTAL DUE	\$39,487.50

PA	GE	1	OF	1

SPECIAL INSTRUCTIONS		

LA FAYETTE, GA 30728

WALKER CO COMMISSIONER'S OFFICE
101 S DUKE ST
LA FAYETTE, GA 30728

WALKER CO COMMISSIONER'S OFFICE
PO BOX 445
LA FAYETTE GA 30728

PURCHASE ORDER
NO. 2023-00001335 LA FAYETTE, GA 30728

**DATE** 03/17/2023

**VENDOR** 217 WALTER A WOOD SUPPLY CO

WALTER A WOOD SUPPLY CO CONTACT P O BOX 100 ROSSVILLE, GA 30741

**DELIVER BY SHIP VIA FREIGHT TERMS ORIGINATOR RESOLUTION # PAYMENT TERMS** 

Whitfield, Shannon

QUANTITY	U/M	DESCRIPTION	UNIT COST	TOTAL COST
84.0000	EA	Capital - Other Equipment - (84) 3-way Fire Hydrant Assemblies	\$4,272.4000	
			TOTAL DUE	\$358,881.6

APPROVED BY	PAGE 1 OF 1	
SPECIAL INSTRUCTIONS		

### **Re: Fire Hydrant Quotes**

1 message

Brandon Whitley <br/> srandon\_w@walkercountywsa.com>

To: Shannon Whitfield <commissioner@walkerga.us>

Cc: Lisa Hixon <wcwsa@walkercountywsa.com>

#### Shannon:

Per your request for the additional hydrant information:

The County's initial order of 84 fire hydrants (plus the couple we had on the yard): 46 are still in inventory

The following list represents the hydrant use and location:

**Qty Location** 

- 6 Dade County for the new Hinkle lines
- 6 Lofton Ln
- 4 Meadow Ln
- 1 Eagle Cliff
- 1 1 Camp Rd (replacement)
- 1 Longstreet
- 1 1250 E Armuchee (hit by car)
- 1 14772 E Hhy 136 (hit by car)
- 2 Eric Dr
- 1 Ridgewood
- 1 Deberry
- Old Chattanooga Valley Rd
- 3 City of Lafayette
- 8 Andrews Ln
- 3 Tucker Rd

40 used

The new lines for Flarity and the route from Water Plant to Kensington are projected to use 84 hydrants (21 Flarity Rd (4 miles); 63 water plant to Kensington (12 miles)). Additional hydrants may be available from inventory, if needed, for Tatum Rd as the new line is designed to go up the mountain but none were actually bid in the new advertisement. The last order the County placed was for 84 assemblies with all accessories (minus the valve box and lids).

Please let me know if you need additional information.

Thanks, Brandon Tue, Feb 14, 2023 at 4:07 PM

#### Remit To:

P.O. Box 100 Rossville, GA 30741 Phone: 423-867-1033 Fax: 423-308-1054



#### **Corporate Info:**

4509 Rossville Boulevard Chattanooga Tennessee 37407-5847 Toll Free: 800-476-1415

WebSite: www.walterwood.com

**QUOTE NUMBER** 

WALKER COUNTY COMMISSIONER

W00117

2116424-0000-02

**QUOTE NUMBER** 

2116424-0000-02

BILL TO:

SHIP TO:

WALKER COUNTY COMMISSIONER

PO BOX 445

LAFAYETTE

GA 30728

USA

USA

PO BOX 445

LAFAYETTE

CUSTOMER P.O.NO. 02/02/23 14:46:16

GA 30728

CUSTOMER P.O.NO. 02/02/23 14:46:16

\*\*\*QUOTATION\*\*\*\*\*\*OUOTATION\*\*\*\*\*\*OUOTATION\*\*\*\*\*\*OUOTATION\*\*\*

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QUOTE NUMBER	SLSMN	QUOTE DATE	TAKER	CUSTOMER P.O. NUMBER		
2116424-0000-02	648	02/02/23	104	02/02/23 14:46:16		
		INSTRUCTIONS			FRT.	PAGE NO.
OURS					Р	1

ORDERED	B.O./RET.	SHIPPED	DISP.	ITEM CODE AND DESCRIPTION	U/M	UNIT PRICE	AMOUNT
84				MHV446129012345	EA	2936.0000	246624.0
				SILVER 5.25" VO 3WAY 3'6"			
				BURY HYDRANT W/5"			
				EXT'D WEIGHT: 37044.00 LBS			
84				MHV467571011008	EA	812.2500	68229.0
				6" RW MJ GATE VALVE LESS			
				ACCY-OPEN LEFT			
				EXT'D WEIGHT: 10080.00 LBS			
84				UF6X13-ANCH-CPL-NO/ACC	EA	162.2000	13624.8
				6x13 SWVxSOL ADAPTER NO ACC			
				EXT'D WEIGHT: 4368.00 LBS			
84				UF6-MJ-AT-NO/ACC	EA	164.4500	13813.8
				6" MJxSWV TEE NO ACC			
				EXT'D WEIGHT: 5628.00 LBS			
168				ROM242-0690	EA	71.1500	11953.2
				6" GRIP RING FOR DI PIPE			
				EXT'D WEIGHT: 2052.96 LBS			
252				*UF #502579 6" STD. BOLTS/	EA	18.4000	4636.8
	-			NUTS & GASKET SETS			
				EXT'D WEIGHT: 2.52 LBS			
				TOTAL WEIGHT: 59175.48 LBS			
	т.			70.0		••	- r <sub>M</sub>
	Du	ie to n	nari	ket conditions pricing is subi	ect t	o change.	

to market conditions pricing is subject to enange.

CODE EXPLANATION

- STATE TAX APPLICABLE C - CONSIDER COMPLETE
- FED./OTHER TAX APPLICABLE D - DIRECT SHIPMENT
- STATE & FEDERAL TAX F - FACTORY MINIMUM
- BALANCE BACK ORDERED rl - RETURNED CYL.

FREIGHT IN FREIGHT OUT SUB TOTAL 358,881.60 SURC. TELE. CHARGE FREIGHT TOTAL 0.00 FED./OTHER TAX 0.00 STATE TAX PAYMENT REC'D. 0.00

> AL AMOUNT DUE 358,881.60